Meeting Minutes

Teacher Education Program
CCASA – Committee on Curriculum, Admissions, Standings and Appeals

Wednesday, January 17, 2024
1:30 pm – 2:30 pm Hybrid meeting TEO 101 & zoom

Attendees:  Karen Ragoonaden (TEO), John Yamamoto (TEO), Kathryn Accurso (Chair), Simon Lisaingo (ECPS), Scott Goble (EDCP), Alexis Okabe (NITEP), Amber Moore (LLED), Najmeh Bahrami

Regrets: Ali Abdi (EDST)

Guest: Kerry Renwick (EDCP)

1. Welcome- Kathryn Accurso

2. Land Acknowledgment- Kathryn Accurso

3. Approval of the agenda- Approved but the following should be added:
   • Postponing discussion on EDCP Cat 2 Change proposal.
   • Adding an information item under new business about the calendar updates

4. Approval of Minutes from December 4, 2023- Approved

5. Business Arising from Minutes
   a. Note: future discussion will be held on the topic of appeals, as needed

6. New Business
   • Fall Graduation 2024
     o An update on changes to the fall graduation procedure due to the move to the workday system was provided
       • The dates and deadlines for graduation will be changing to August
     o The importance of departmental awareness regarding the altered deadlines and procedures was emphasized.
   • EDCP 494 Curriculum Proposal Change- Tabled (lack of quorum)
• Information Item: Calendar Updates for CAT changes
  o The final steps of the calendar update process, including proofreading and checking for correct implementation of proposed changes were explained.
  o Kathryn and John will be checking recently submitted CAT changes (2022-23 academic year) for accuracy
  o Departments will be updated afterward regarding the status of changes and can report back to departments and CCASA members if there are any concerns
  o The importance of communication and feedback between the Teacher Education Office, CCASA, and departments highlighted.

7. Adjournment: The meeting was adjourned at 10:20 a.m.

Next Meeting: Wednesday, February 7, 2024 10:30 – 11:30 am